Massachusetts Department of Public Health

Drug Analysis Laboratory

Boston, MA.



Comprehensive Review Checklist

Lab #:	Analyst:

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			Not	
Review Items	Yes	No	Applicable	Comments
A. Are all the documentation for the				
comprehensive review present?				
1. Copy of Drug Receipt				
2. Copy Control Card				
3. Copy of Daily Balance Sheet				
4. Copy of Daily Negative Control Sheet				
5. Drug Analysis Form				
6. Copy of MS Tracking Sheet				
7. Copy of MS Sequence Sheet				
8. Copy of Tune Report				
9. Raw Data				
10. Copy of Certificate of Analysis				
B. Preliminary Test	0.000			the state of the s
Daily Balance Check Accepted				
Negative Control Check Accepted				
Are all of the notes legible, organized and easy to				
understand?				
Do the notes contain a complete and accurate				
description of the evidence?				
Color Test Performed & Accepted				
Microcrystalline Test Performed & Accepted	,			
Verify Sampling Technique				
Verify Math Calculations				
Net Weight Documented				·
Are the weights reported appropriately and are				
the proper units noted?				
Macroscopic Test Performed & Accepted				
Microscopic Test Performed & Accepted				
Micromedex Match Accepted				
Literary Search Match Accepted				
UV-Vis Test Performed & Accepted		•		
GC # Test Performed & Accepted				
HPLC Test Performed & Accepted				

Massachusetts Department of Public Health

Drug Analysis Laboratory Boston, MA.

Comprehensive	Review Checklist
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Lab #:	<u> </u>

Review Items	Yes	No	Not Applicable	Comments
C. Confirmatory Test (if applicable)	169	110		See
Instrumentation		Family Co.		
GC/MS #		3.42	est de April 1	
Tune Performed & Accepted	700000000000000000000000000000000000000		AND THE PROPERTY OF THE PROPER	To the property of the control of th
QC Mix Present & Accepted				
MS Sequence Log Accepted				
Opening Standard/s Present & Accepted				
Closing Standard/s Present & Accepted				
Negative Control/s Present & Accepted				
MS Tracking Log Accepted				
Negative Control/s Present & Accepted				
Sample Retention Time Accepted				
Sample Library Search Accepted				
Sample Spectral Interpretation Match Accepted				
LC/MS/MS#				
Tune Performed & Accepted				
QC Mix Present & Accepted				
MS Sequence Log Accepted				
Opening Standard/s Present & Accepted				
Closing Standard/s Present & Accepted				
Negative Control/s Present & Accepted				
MS Tracking Log Accepted				
Negative Control/s Present & Accepted				
Sample Retention Time Accepted	-			
Sample Library Search Accepted				
Sample Spectral Interpretation Match Accepted				
IR#_				
Internal Polystyrene Present & Accepted				
Standard Present & Accepted				
Negative Control/s Present & Accepted				
Sample Library Search Accepted				
Sample Spectral Interpretation Match Accepted				

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Drug Analysis Laboratory Boston, MA.

Drug Analysis Form Completed & Correct Certificate of Analysis Completed & Correct Evidence Envelope Completed & Correct	
Control Card Completed & Correct Drug Analysis Form Completed & Correct Certificate of Analysis Completed & Correct Evidence Envelope Completed & Correct	
Drug Analysis Form Completed & Correct Certificate of Analysis Completed & Correct Evidence Envelope Completed & Correct	
Certificate of Analysis Completed & Correct Evidence Envelope Completed & Correct	
Evidence Envelope Completed & Correct	
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Evidence Packaging Completed & Correct	
Identification of Substance:	

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Lab#:	Cnemist:	
Description		Checked
Are all documentation for compreh Are all the appropriate areas of the Does the drug reciept reflect the ac Were the daily negative controls powere the balances used for analyst Were the balances used for analyst Were the daily balance check perfect Are all of the notes legible, organize Do the notes contain a complete at Do the notes correspond to the act Are all the testing documents incluance the weights reported appropriate Was the correct choice of sampling Has the reviewer checked the wiege Does the preliminary testing criteria. Have the appropriate standards and Has the control card been filled out Are the reported conclusions scients the certificate correct? Do the deligation of the certificate signed and dated as	e drug reciept filled in? actual evidence (or is discrepancy noted performed? rsis documented? formed? zed and easy to understand? and accurate description of the evidence ctual testing performed? uded with the file? ately and are the proper units noted? ght calculations, if applicable? ia meet the la policy? and negative controls been run and does ut accurately and completely? antifically supproted by the included data data, drug analysis form, drug receipt an appropriately? e according to the policy of the lab?	e? the the testing agree with the
Reviewer:	Date:	

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Review Items	NIA	Yes	No	Coca	he Heroir	RX	Marij	Othe
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C. Confirmatory Test Instrument	0.20	4	augusten (1	10,000 0000 1000				
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Certificate of Analysis							

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Identification of Substance:	

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Spectral Interpretation Match			·							
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Certificate of Analysis										

Identification of Substance:	
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